

# Commonwealth of Pennsylvania Act 122 122 Annual Report

Bureau of Corporations and  
Charitable Organizations



Rev 02/2025





# Introduction

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The Commonwealth is, for the first time, moving from its previously required **decennial entity reports (\$70)** to annual reporting starting in **1/6/2025** by enacting **Act 122 of 2022 – Annual Reports**.

## Why was this change enacted?

This change was implemented to enhance the Department of State's **3 million** business records management system. By ensuring accurate, up-to-date, and complete business records, BCCO can:

- **Streamline the formation process** for new businesses by guaranteeing reliable name availability.
- **Facilitate efficient verification processes** for banks, government agencies, and other stakeholders.
- **Maintain data integrity** through the timely removal of inactive business records.
- **Align Pennsylvania's business registration standards** with other states who already do this.

Note: Annual Reports are different from the **Federal** Corporate Transparency Act / Beneficial Ownership Information requirements.



## Who Needs To File

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- Domestic business corporations (all subtypes)
- Domestic nonprofit corporations (all subtypes)
- Domestic limited liability companies (all subtypes)
- Domestic limited partnerships (all subtypes, including limited liability limited partnerships)
- Domestic general partnerships (limited liability general partnership subtype only)
- Domestic professional associations
- Domestic business trusts
- Foreign business corporations
- Foreign nonprofit corporations
- Foreign limited liability companies (all subtypes)
- Foreign limited partnerships (all subtypes, including limited liability limited partnership)
- Foreign limited liability general partnerships
- Foreign professional associations
- Foreign business trusts

Note: Sole proprietors, fictitious names, financial institutions and authorities of all types **DO NOT need to file.**



## Cost

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- **\$7** – filed by a for-profit corporation, limited liability company, limited partnership, limited liability limited/general partnership, business trust or other association with a for-profit purpose
- **\$0** – filed by a non-profit corporation or other association with a not-for-profit purpose

Note: There are no exemptions for Annual Report fees.



## What Needs To Be Filed?

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- Business name
- Jurisdiction of formation (i.e. Pennsylvania)
- Registered office address
- Name of at least **one governor** (director, member, partner, etc.)
- Names and titles of principal officers, if any (not a mandatory field)
- Address of the principal office
- File number issued by the Pennsylvania Department of State

**Note: Filing online is HIGHLY ENCOURAGED**



## Why Is Filing Online So Important?

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- Annual Reports filed online are auto approved, 0% effort on the front end.
- Annual Reports filed on paper take 420%+ longer to process. The bureau needs to:
  - Receive and open mail.
  - Ensure that the form is complete.
  - Verify that the fee is correct.
  - Scan the form.
  - Process the payment .
  - Retype the form in its entirety (this can take longer depending on the info within.)
  - If form is incorrect, incomplete or illegible, it is rejected along with an explanation (which would mean that the form needs to be sent back to be reprocessed, repeating all of the steps above again and again until it is correct.)
  - Print a receipt.
  - Mail a certificate.

**To avoid backlogs, annual reports online filings are highly encouraged!**



## Governors

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A **governor** is a person who has authority to exercise the powers of an association and manage the activities and affairs thereof pursuant to the organic law and rules of the association. The term includes:

- A director of a corporation for profit or a shareholder of a statutory close corporation who is deemed to be a director under 15 Pa.C.S. 2332(a) (relating to management by shareholders).
- A director/member of another body of a corporation not-for-profit.
- A general partner of a limited partnership.
- A general partner of an electing partnership.
- A manager if a manager-managed limited liability company, or a member who has the right to participate materially in the management of a member-managed limited liability company.
- A member of the board of governors of a professional association.
- A trustee of a business trust, common law business, or statutory trust.



## Deadlines

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Starting 1/6/2025:

- Corporations (for profit and nonprofit, domestic and foreign): **January 1 - June 30.**
- Limited liability companies (domestic and foreign): **January 1 - September 30.**
- All other required entities (domestic and foreign): **January 1 - December 31.**
- If an entity misses its filing deadline, it will have up to **six months** to file before facing administrative dissolution or termination.
- Late filings do not incur penalties within the first six months.





## How To File

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- Log into Business Filing Services System: <https://file.dos.pa.gov/>
- Search the entity
- Click on “File Annual Report”
- Confirm or amend the mandatory information
- Review and submit
- Submit payment (if needed)

Note: unlike other amendments, no PIN is required for AR filings!



# Example

Business UCC Trademark CROP Staff Search Roopali Pathak rpathak

## Business Search

*As of 10/18/2024 we have processed all business filings received in our office through 06/02/2024.*

Business Search Info: v

Q

Advanced v

Results: 1

Filing Information <span style="font-size: small;">v</span>	Initial Filing Date <span style="font-size: small;">v</span>	Status <span style="font-size: small;">v</span>	Entity Type <span style="font-size: small;">v</span>	Formed In <span style="font-size: small;">v</span>	Address <span style="font-size: small;">v</span>
STRADLEY, RONON, STEVENS & YOUNG, LLP (2672723) <span style="float: right; font-size: small;">&gt;</span>	01/02/1996	Active	Domestic General Partnership (GP/LLP)	PENNSYLVANIA	2600 COMMERCE SQUARE 2005 MARKET ST, PHILA, PA 19103

STRADLEY, RONON, STEVENS & YOUNG, LLP (2672723)✕

File Annual Report

Request Certificate

Initial Filing Date 01/02/1996

Status Active

Formed In PENNSYLVANIA

Filing Type Domestic General Partnership (GP/LLP)

Filing Subtype Limited Liability General Partnership (LLP)

Principal Address 2600 COMMERCE SQUARE  
2005 MARKET ST  
PHILA, PA 19103

Mailing Address 2600 ONE COMMERCE SQUARE  
PHILADELPHIA, PA 19103-7098

View History

Manage Notifications

Request Access



## Annual Report

- Business Details
- Registered Office
- Principal Office
- Governor(s)
- Officer(s)
- Processing Fees
- Confirm
- Sign and File Document

### Annual Report — General Information

Most domestic and foreign filing associations are required to make an Annual Report with the Department of State pursuant to of [15 Pa.C.S. §146](#) of the Pennsylvania Consolidated Statutes.

#### DSCB:15-146 (rev. 3/2024)

In compliance with the requirements of [15 Pa.C.S. §146](#) (relating to annual report), the undersigned domestic or foreign association hereby states that:

#### Record Information

File number

0002672723

Business name

STRADLEY, RONON, STEVENS & YOUNG, LLP

Jurisdiction of formation

PENNSYLVANIA

Filing type

Domestic General Partnership

Filing subtype

Limited Liability General Partnership (LLP)

#### Email Address for Notifications

The Department of State is required by law to notify companies of filing requirements, such as Annual Reports or Certificates of Annual Registration. The Department mails such notices to the registered office address on record with the Department. If you would like to receive such notices by email, please opt-in below. More than one email may be provided. Any emails provided will be for Department of State use only. Emails will not be

Save Draft

Preview Form

Import

Export

Next Step



## Annual Report

- Business Details
- Registered Office
- Principal Office
- Governor(s)
- Officer(s)
- Processing Fees
- Confirm
- Sign and File Document

### Electronic Signature

Read and check each declaration prior to signing this document.

- I have reviewed the information submitted as part of this online form. I understand that it is public information and will appear exactly as I have entered it.\*
- I verify that I am the person whose signature appears on the filing, that I am authorized to execute this document on behalf of the above-named association and that the information I am submitting is true in all material respects. In lieu of the foregoing statement, as a service company or law firm representative, I verify that I am authorized to submit this document on behalf of the above-named client.\*
- I verify that I have electronically signed and submitted this document on behalf of the above-named association.\*

IN TESTIMONY WHEREOF, the association has caused this Annual Report to be signed by a duly-authorized representative

"Signer's Capacity" refers to the position or title of the authorized representative executing this filing. It includes such terms as: member, manager, partner, director, chairman, president, secretary, treasurer, trustee, executor or power of attorney. "Signer's capacity" does not include terms such as Mr., Mrs., Dr. or initials.

Signer's Capacity*	Signature*	Date*	
<input type="text" value="Director"/>	<input type="text" value="Nic C"/>	<input type="text" value="10/18/2024"/>	<input type="button" value="Today"/>

- File Online
- Print and Mail

Click **File Online** below to pay for your filing with a Visa, Mastercard or Customer Deposit Account.

This document requires review by the Department of State for statutory compliance prior to acceptance. Once your payment is submitted, the filing will be forwarded for review.



**Annual Report**

- Business Details
- Registered Office
- Principal Office
- Governor(s)
- Officer(s)
- Processing Fees
- Confirm
- Sign and File Document

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- I have reviewed the information submitted as part of this online form. I understand that it is public information and will appear exactly as I have entered it.\*
- I verify that I am the person whose signature appears on the filing, that I am authorized to execute this document on behalf of the above-named association and that the information I am submitting is true in all material respects. In lieu of the foregoing statement, as a service company or law firm representative, I verify that I am authorized to submit this document on behalf of the above-named client.\*
- I verify that I have electronically signed and submitted this document on behalf of the above-named association.\*

IN TESTIMONY WHEREOF, the association has caused this Annual Report to be signed by a duly-authorized representative

"Signer's Capacity" refers to the position or title of the authorized representative executing this filing. It includes such terms as: member, manager, partner, director, chairman, president, secretary, treasurer, trustee, executor or power of attorney. "Signer's capacity" does not include terms such as Mr., Mrs., Dr. or initials.

Signer's Capacity*	Signature*	Date*
Director	Nic C	10/18/2024 <span>Today</span>

**File Online**    Print and Mail

Click **File Online** below to pay for your filing with a Visa, Mastercard or Customer Deposit Account.

This document requires review by the Department of State for statutory compliance prior to acceptance. Once your payment is submitted, the filing will be forwarded for review.

Save Draft   Preview Form   Import   Export   Previous Step   **Submitting**

**Cart** Close Cart

× A S A Trading LLC - 7141922   **\$7.00**

Total: **\$7.00**

[Pay with credit or debit card](#)

[File/Order Additional Items](#)

**DOWNLOAD RECEIPT**

## Payment Successful

A S A Trading LLC - 7141922	\$7.00
Total	<b>\$7.00</b>

### Available Downloads

**Annual Report**  
Status: *Approved*

- Form**  
10/18/2024
- BE Filing Acknowledgement (Happy Letter)**  
10/18/2024



0012936248



**COMMONWEALTH OF PENNSYLVANIA**  
Department of State  
Bureau of Corporations and Charitable Organizations  
PO Box 8722  
Harrisburg, Pennsylvania 17105-8722  
**ANNUAL REPORT**  
Fee: \$7

Pennsylvania Department of State  
**-FILED-**  
Amendment #: 0012936248  
Date Filed: 10/18/2024

B0495-7733 10/18/2024 9:48 AM Received by Pennsylvania Department of State

In compliance with the requirements of [15 Pa.C.S. § 146](#) (relating to annual report), the undersigned domestic or foreign association hereby states that:

Record Information		
File number	0007141922	
Business name	A S A Trading LLC	
Jurisdiction of formation	PENNSYLVANIA	
Filing type	Domestic Limited Liability Company	
Filing subtype	Limited Liability Company	
Current Registered Office or Commercial Registered Office Provider		
Address	329 Meadowbrook Dr Huntingdon Valley, PA 19006  Montgomery	
Principal Office		
<b>The address of the association's principal office</b>		
Governor(s)		
<b>The name of at least one governor</b>		
Name of individual or entity		
+ Roopali Pathak		
Principal Officer(s)		
<b>The names and titles of the persons who are its principal officers, if any, as determined by its governors</b>		
Name of individual or organization	Position	Other Position
None Entered		
Electronic Signature		
IN TESTIMONY WHEREOF, the association has caused this Annual Report to be signed by a duly-authorized representative		
Director	Nic C	10/18/2024



**Pennsylvania Department of State**  
Bureau of Corporations and Charitable Organizations  
PO Box 8722 | Harrisburg, PA 17105-8722  
T: 717.787.1057  
dos.pa.gov/BusinessCharities

October 18, 2024

A S A Trading LLC  
329 MEADOWBROOK DR  
HUNTINGDON VALLEY, PA 19006

**Entity Name:** A S A Trading LLC  
**Amendment Date:** October 18, 2024  
**Amendment Number:** 0012936248  
**Amendment Type:** Annual Report

The Bureau of Corporations and Charitable Organizations is happy to send your filed document. The Bureau is here to serve you and we would like to thank you for doing business in Pennsylvania.

Beginning in 2025, annual reports are required for all domestic filing entities, limited liability general partnerships and registered foreign associations. More information will be forthcoming from the Bureau. However, to ensure that you receive notice of how and when to make annual reports, keep all information on file with the Bureau up-to-date, particularly registered office address.



# Amendments

Entities can amend their Annual Report information at any time during the reporting year without an additional fee. After the Annual Report deadline has passed, entities cannot amend their report. Therefore, only way to update will be to file a new Annual Report for the new year.

- Log into Business Filing Services System
- Search for the entity
- Click on “File Amendment”
- Select “Annual Report Update – Change information”
- Update the information
- Review and submit

Note: Filing an amendment will require a PIN

Roopali Pathak  
rpathak

**LMJG Associates, LLC (6583687)**  
Former Name: Northwestern Mutual Grove City LLC

**File Amendment** Request Certificate

Initial Filing Date	07/21/2017
Status	Active
Formed In	PENNSYLVANIA
Filing Type	Domestic Limited Liability Company
Filing Subtype	Limited Liability Company
Annual Report Due Date	09/30/2025
Registered Office	160 S. Broad Street Grove City, PA 16127 County: Mercer
Officers	Vice President TEST ROOPALI 2 TEST ROOPALI 2  Treasurer TEST ROOPALI 3 TEST ROOPALI 3
Governors	Governor TEST ROOPALI 2 TEST ROOPALI 2  Governor TEST ROOPALI 3 TEST ROOPALI 3

View History Manage User Access



## Consequences of Non-Compliance

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Entities failing to file their Annual Report will face administrative actions **starting in 2027**:

- Domestic entities (not Limited Liability General Partnerships) - administrative dissolution
- Domestic entities Limited Liability General Partnerships - administrative cancellation
- Foreign entities - administrative termination of registration





# Notifications

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## Postcard Notification

- The Department of State will mail notices to remind entities that have not filed of their filing deadlines.
- Mailings will go to the address on file.

## Email Notifications

- Entities can opt to receive email notification about their Annual Report deadlines.
- **This is highly encouraged!** Update email at <https://file.dos.pa.gov/>



## Resources

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- File at <https://file.dos.pa.gov/>
- [Annual Report info in dos.gov](#) (includes FAQs)
- Infographic in [English](#) and [Spanish](#)
- [How to file job aid](#)



# Thank you!

For your attention and for your unwavering commitment to supporting Pennsylvania businesses!